

U.S. Department of Justice

Washington, DC 20530

**Exhibit A to Registration Statement****Pursuant to the Foreign Agents Registration Act of 1938, as amended**

**INSTRUCTIONS.** Furnish this exhibit for EACH foreign principal listed in an initial statement and for EACH additional foreign principal acquired subsequently. The filing of this document requires the payment of a filing fee as set forth in Rule (d)(1), 28 C.F.R. § 5.5(d)(1). Compliance is accomplished by filing an electronic Exhibit A form at <http://www.fara.gov>.

**Privacy Act Statement.** The filing of this document is required by the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide this information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the Registration Unit in Washington, DC. Statements are also available online at the Registration Unit's webpage: <http://www.fara.gov>. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: <http://www.fara.gov>.

**Public Reporting Burden.** Public reporting burden for this collection of information is estimated to average .49 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, Registration Unit, Counterespionage Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

**1. Name and Address of Registrant**

Burson-Marsteller, LLC

**2. Registration No.**

6007

**3. Name of Foreign Principal**

Beltway Government Strategies Inc. (for the Office of the Monitoring MP for the Ministry of External Affairs of Sri Lanka)

**4. Principal Address of Foreign Principal**

3655 Torrance Blvd, Suite 300; Torrance CA 90503

**5. Indicate whether your foreign principal is one of the following:**

- ☒ Government of a foreign country<sup>1</sup>
- ☐ Foreign political party
- ☐ Foreign or domestic organization: If either, check one of the following:
- ☐ Partnership ☐ Committee
- ☐ Corporation ☐ Voluntary group
- ☐ Association ☐ Other (specify) \_\_\_\_\_
- ☐ Individual-State nationality \_\_\_\_\_

**6. If the foreign principal is a foreign government, state:****a) Branch or agency represented by the registrant**

Democratic Socialist Republic of Sri Lanka Office of the Monitoring MP for the Ministry of External Affairs

**b) Name and title of official with whom registrant deals**

Sajin De Vass Gunawardena, Monitoring MP for the Ministry of External Affairs

**7. If the foreign principal is a foreign political party, state:****a) Principal address****b) Name and title of official with whom registrant deals****c) Principal aim**

<sup>1</sup> "Government of a foreign country," as defined in Section 1(e) of the Act, includes any person or group of persons exercising sovereign de facto or de jure political jurisdiction over any country, other than the United States, or over any part of such country, and includes any subdivision of any such group and any group or agency to which such sovereign de facto or de jure authority or functions are directly or indirectly delegated. Such term shall include any faction or body of insurgents within a country assuming to exercise governmental authority whether such faction or body of insurgents has or has not been recognized by the United States.

## 8. If the foreign principal is not a foreign government or a foreign political party:

a) State the nature of the business or activity of this foreign principal.

b) Is this foreign principal:

Supervised by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐

Owned by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐

Directed by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐

Controlled by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐

Financed by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐

Subsidized in part by a foreign government, foreign political party, or other foreign principal

Yes ☐ No ☐9. Explain fully all items answered "Yes" in Item 8(b). *(If additional space is needed, a full insert page must be used.)*

## 10. If the foreign principal is an organization and is not owned or controlled by a foreign government, foreign political party or other foreign principal, state who owns and controls it.

**EXECUTION**

In accordance with 28 U.S.C. § 1746, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this Exhibit A to the registration statement and that he/she is familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date of Exhibit A	Name and Title	Signature
June 23, 2014	Managing Director	/s/ Sharon Balkam
		eSigned

U.S. Department of Justice

Washington, DC 20530

**Exhibit B to Registration Statement****Pursuant to the Foreign Agents Registration Act of 1938, as amended**

**INSTRUCTIONS.** A registrant must furnish as an Exhibit B copies of each written agreement and the terms and conditions of each oral agreement with his foreign principal, including all modifications of such agreements, or, where no contract exists, a full statement of all the circumstances by reason of which the registrant is acting as an agent of a foreign principal. Compliance is accomplished by filing an electronic Exhibit B form at <http://www.fara.gov>.

**Privacy Act Statement.** The filing of this document is required for the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide the information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the Registration Unit in Washington, DC. Statements are also available online at the Registration Unit's webpage: <http://www.fara.gov>. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: <http://www.fara.gov>.

**Public Reporting Burden.** Public reporting burden for this collection of information is estimated to average .33 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, Registration Unit, Counterespionage Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant

Burson-Marsteller, LLC

2. Registration No.

60227

3. Name of Foreign Principal

Beltway Government Strategies Inc. (for the Office of the Monitoring MP for the Ministry of External Affairs of Sri Lanka)

Check Appropriate Box:

4. ☒ The agreement between the registrant and the above-named foreign principal is a formal written contract. If this box is checked, attach a copy of the contract to this exhibit.
5. ☐ There is no formal written contract between the registrant and the foreign principal. The agreement with the above-named foreign principal has resulted from an exchange of correspondence. If this box is checked, attach a copy of all pertinent correspondence, including a copy of any initial proposal which has been adopted by reference in such correspondence.
6. ☐ The agreement or understanding between the registrant and the foreign principal is the result of neither a formal written contract nor an exchange of correspondence between the parties. If this box is checked, give a complete description below of the terms and conditions of the oral agreement or understanding, its duration, the fees and expenses, if any, to be received.
7. Describe fully the nature and method of performance of the above indicated agreement or understanding.
- Launch an education and communications program to improve confidence in Sri Lanka among US-based investment and influencer community.
  - Lay the groundwork to promote Sri Lanka as a business and travel destination.

8. Describe fully the activities the registrant engages in or proposes to engage in on behalf of the above foreign principal.

- Launch an education and communications program to improve confidence in Sri Lanka among US-based investment and influencer community.
- Lay the groundwork to promote Sri Lanka as a business and travel destination.

9. Will the activities on behalf of the above foreign principal include political activities as defined in Section 1(o) of the Act and in the footnote below? Yes ☐ No ☒

If yes, describe all such political activities indicating, among other things, the relations, interests or policies to be influenced together with the means to be employed to achieve this purpose.

### EXECUTION

In accordance with 28 U.S.C. § 1746, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this Exhibit B to the registration statement and that he/she is familiar with the contents thereof and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date of Exhibit B	Name and Title	Signature
June 23, 2014	Managing Director	/s/ Sharon Balkam eSigned

Footnote: "Political activity," as defined in Section 1(o) of the Act, means any activity which the person engaging in believes will, or that the person intends to, in any way influence any agency or official of the Government of the United States or any section of the public within the United States with reference to formulating, adopting, or changing the domestic or foreign policies of the United States or with reference to the political or public interests, policies, or relations of a government of a foreign country or a foreign political party.



Burson-Marsteller

**Burson-Marsteller Engagement Letter  
Beltway Government Strategies for the Embassy of Sri Lanka in Washington, DC**

June 5, 2014

Mark Skarulis  
Director  
Beltway Government Strategies, Inc. (For the Embassy of Sri Lanka in Washington DC)  
3655 Torrance Blvd  
Suite 300  
Torrance, CA 90503

Dear Mr. Skarulis:

This engagement letter outlines the role, scope of work, expected output and specific financial and billing terms of Burson-Marsteller, LLC ("B-M") for the services specified below to be rendered to Beltway Government Strategies for the Embassy of Sri Lanka in Washington, DC (hereinafter "Client") which commenced, at Client's request, on June 1, 2014 and continues through May 31, 2015. It is understood that this letter complements and is governed by our legal terms and conditions that have been submitted under separate cover.

**Scope of Work:**

During the term of this engagement, B-M will provide the following professional services:

- Launch an education and communications program to improve confidence in Sri Lanka among US-based investment and influencer community.
- Lay the groundwork to promote Sri Lanka as a business and travel destination.

**Financial Terms:**

- Professional fee for the scope of work outlined above are based on a fixed and non-reconcilable retainer at \$75,000 per month and will be billed to Client as stated in the Billing/Payment Terms below. The total fixed and non-reconcilable retainer is based on services being rendered through the full term of this engagement
- Expenses such as postage, messenger, photography, travel and related expenses and 3<sup>rd</sup> party vendor invoices will be billed in addition to the fees noted above. Please note that production related 3<sup>rd</sup> party vendor costs will bear a commission of 17.65%.

LETTER OF ENGAGEMENT  
Page 1 of 3

*ME*



**Burson-Marsteller**

**Billing/Payment Terms:**

- An invoice for the first installment of the fixed and non-reconcilable retainer will be sent to Client immediately. Payment of this invoice is due promptly upon receipt. Thereafter, on or about the 1st week of each month during the term hereof, B-M will send Client an invoice for that month's fixed and non-reconcilable retainer in the amount \$75,000.
- Expenses will be invoiced monthly as incurred. Supporting documentation will be available for review at your request.

Except as may otherwise be noted above, payment on all invoices is due within 15 days of each invoice date, unless advance payments to third parties are required. In the case of advance payments to third parties, you agree to pay us immediately upon presentation to Client of any such third party invoice.

If Client fails to make any payment due under this engagement within (30) days after it is due, B-M reserves the right to charge, in addition to the amount due, interest thereon at the prevailing treasury rate as of the due date of such payment.

B-M reserves the right, at its sole discretion, not to commence or continue any services under this engagement if Client fails to remit any payment due hereunder within the time frame specified herein. It is clearly understood and agreed that should B-M exercise its right hereunder, B-M shall not be liable for any costs whatsoever (including without limitation, any cancellation fees or penalties), arising out of or resulting from B-M's exercising such right

Any work beyond the scope of work outlined in this engagement letter will be negotiated separately and outlined in a separate engagement letter on a per project basis. No such additional work will begin without the prior written agreement of both parties.

This engagement can be cancelled at any time with 30 days written notice. Client will be responsible for payment of the flat fixed fee (or pro-rata portion thereof), plus expenses incurred to date (including the 30 days following the notification).

Please indicate your confirmation and acceptance of the above by signing in the space provided below and returning one originally signed copy of this letter.

Yours Sincerely,

For Burson-Marsteller, LLC

  
Amit Khetarpaul  
Managing Director

Date: 6.5.14

LETTER OF ENGAGEMENT

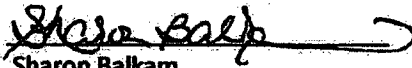
Page 2 of 3

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**Burson-Marsteller**

For Burson-Marsteller, LLC



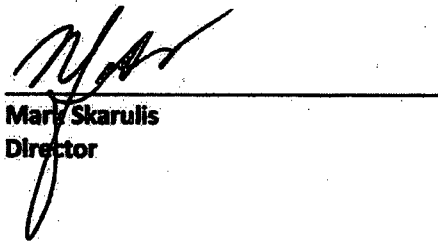
Sharon Balkam  
Managing Director  
Practice Business Manager

Date: 6.5.14

Approved by B-M Contracting  
5/27/14 - AC

Accepted and agreed by an authorized representative of:

Beltway Government Strategies, Inc.  
For the Embassy of Sri Lanka in Washington DC



Mark Skarulis  
Director

Date: 6/10/14

B-M Internal Use Only

Project Code No: \_\_\_\_\_

LETTER OF ENGAGEMENT  
Page 3 of 3

